



**TWIN FALLS COUNTY COMMUNITY DEVELOPMENT SERVICES**

630 Addison Avenue West, Suite 1100, Twin Falls, Idaho 83301  
Ph. 208-734-9490 Fax. 208-733-9645 www.twinfallscounty.org

**MANUFACTURED HOME ON PERMANENT FOUNDATION**  
**APPLICATION**

**PROPERTY OWNER OF RECORD**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Cell or other #: \_\_\_\_\_  
  
Is the property owner doing the construction?  
 Yes or  No

**INSTALLER/CONTRACTOR**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Cell or other #: \_\_\_\_\_  
  
Idaho Registration #: \_\_\_\_\_  
Expiration date: \_\_\_\_\_

**MFLOWNER**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Cell or other #: \_\_\_\_\_

**PROJECT MANAGER**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Cell or other #: \_\_\_\_\_

**\$300 DEPOSIT DUE WHEN SUBMITTING COMPLETED APPLICATION**

**Inspection Deposit of 50% or \$150 (whichever is greater) & permit fee due when permit is issued.**

Complete and answer ALL questions, provide the necessary comment letters, submit two (2) sets of building and site plans to scale (see attached instructions) when submitting application.

1. Parcel No. \_\_\_\_\_ (i.e. RP10S18E150000 or RPOK3838999100 – obtained on your tax information or from the County Assessor’s Office).
2. Copy of deed showing ownership including legal description (obtained from the County Clerk’s Office).
3. Driving Directions: \_\_\_\_\_  
\_\_\_\_\_
4. Person to notify regarding the permit: \_\_\_\_\_ Contact #: \_\_\_\_\_

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5. **If in subdivision:** Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_
6. **Address of Project** (if known): \_\_\_\_\_
7. **Zone:** Rural Residential: \_\_\_\_\_ Ag Zone (40-acre zone): \_\_\_\_\_ Ag Pres (160-acres zone): \_\_\_\_\_ Commercial: \_\_\_\_\_
8. **Acreage:** \_\_\_\_\_ (if less than the acreage listed above for applicable zone, provide copy of Co. Planning and Zoning approval)
9. **Are there other structures on this parcel?**  Yes or  No **If yes, must be included on the site plan.**
10. **Corner lot:**  Yes or  No
11. **Is the parcel 100' or closer to a major waterway?**  Yes or  No **If yes, a FEMA Evaluation Certificate will be required before permit can be issued and another required before final inspection (for flood maps and forms go to [www.fema.gov](http://www.fema.gov)).**
12. **Is the parcel on a canyon rim?**  Yes or  No (setback for any structure is 100' from rim)
13. **Use of structure?** Residential: \_\_\_\_\_ Agriculture: \_\_\_\_\_ Commercial: \_\_\_\_\_ Storage: \_\_\_\_\_  
If storage, type of items stored: \_\_\_\_\_
14. **Size of Manufactured Home:** Length: \_\_\_\_\_ Width: \_\_\_\_\_ Total Sq. Ft.: \_\_\_\_\_
15. **Year Manufactured:** \_\_\_\_\_ Prior to June 15, 1976: Must meet State Standards (see [dbs.idaho.gov](http://dbs.idaho.gov)).
16. **Manufacturer:** \_\_\_\_\_ **Model Name and No.:** \_\_\_\_\_  
**Vehicle Identification No.:** \_\_\_\_\_
17. **Design Data:**  
Roof Snow Load: \_\_\_\_\_ lbs/sf Wind: \_\_\_\_\_ mph Soil Bearing: \_\_\_\_\_ lbs/sf  
Type of Pier Pads: \_\_\_\_\_ Size: \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
Type of Tie-downs and/or Anchors: \_\_\_\_\_  
Type of Skirting: \_\_\_\_\_  
Skirting Frame Material: \_\_\_\_\_
18. **Other Proposed Structures:**  
Attached garage: \_\_\_\_\_ sq/ft Attached garage 2<sup>nd</sup> floor: \_\_\_\_\_ sq/ft Attached carport: \_\_\_\_\_ sq/ft  
Covered patio: \_\_\_\_\_ sq/ft Covered deck: \_\_\_\_\_ sq/ft Covered entry/porch/canopy: \_\_\_\_\_ sq/ft  
Estimated Value: \$ \_\_\_\_\_  
Other (detailed description of work): \_\_\_\_\_  
\_\_\_\_\_
- Estimated Value:** \$ \_\_\_\_\_ **Total Sq/Ft:** \_\_\_\_\_

**REQUIRED PLANS/INFORMATION TO ACCOMPANY COMPLETED APPLICATION**

19. **Two (2) full sets of the following, which must be on a minimum size of 11" x 17" paper:**
- Two (2) site plans stamped by South Central District Health (**NOTE:** Take a small site plan to SCDHD to keep.)
  - Detailed construction plans for set up, tie downs, footings, foundation, steps, landings, patio, decks, etc.

**(ALL CONSTRUCTION PLANS MUST BE DRAWN TO NOT LESS THAN 1/8" = 1'0")**

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**20. Required comment/approval letters from the following agencies:**

A. South Central District Health Department: 1020 Washington St. N. (CSI Campus) phone: 737-5918  
 1. Septic Permit or comment letter for any proposed construction.  
 2. Two (2) sets of stamped/approved site plans.

B. Highway District approach permit/approval from applicable district:  
 Buhl Hwy. District 1500 West Main St. phone: 543-4298  
 Filer Hwy. District 220 Midway St. phone: 326-4415  
 Murtaugh Hwy. District 108 Archer phone: 432-5469  
 Twin Falls Hwy. District 2620 Kimberly Road phone: 733-4062  
 Idaho Dept. of Transportation 216 S. Date St., Shoshone, ID phone: 886-7800

C. Canal Company/or water district approval from applicable district:  
 Milner Irrigation District 5294 East 3610 North phone: 432-5560  
 Twin Falls Canal Company 357 6<sup>th</sup> Avenue W. phone: 733-6731  
 Salmon River Canal Company 2700 Hwy. 93 phone: 655-4220  
 Dept. of Water Resources 650 Addison Avenue W., Suite 500 phone: 736-3033  
 (for Rock Creek Water District)

D. Fire District comment/approval from applicable district:  
 Bliss Fire Department 120 Hwy. 30 phone: 352-4320  
 Buhl Fire Department 201 Broadway Ave. N. phone: 543-5664  
 Castleford Fire Department 3590 North 900 East phone: 420-0301  
 Filer Rural Fire District 300 Main St. phone: 326-4111  
 Hagerman Fire District 150 Salmon St East phone: 837-4552  
 Rock Creek Rural Fire District 1559 Main St N., Kimberly phone: 423-4336  
 (Murtaugh, Kimberly, Hansen)  
 Salmon Tract Rural Fire Protection Dist. 2411 East 2450 North phone: 655-4222  
 Twin Falls Rural Fire District 345 2<sup>nd</sup> Ave. E phone: 735-7232

**PRIOR TO FIRST INSPECTION  
 PROPERTY ADDRESS MUST BE POSTED AT PUBLIC ROADWAY**

I hereby apply for a permit to do work stated above, and acknowledge that I have read this application and hereby certify that the above information is complete and correct and, as the applicant, I accept the responsibility to insure that all work, material and inspections will be in accordance with State and County adopted codes, ordinances, and Building Dept. inspections prior to use or occupancy.

\_\_\_\_\_  
 Signature of Owner

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date

**Office Use Only:** Plans Reviewed by: \_\_\_\_\_ Plans Approved by: \_\_\_\_\_  
 Zoning Approved by: \_\_\_\_\_ Notification to pick up: \_\_\_\_\_

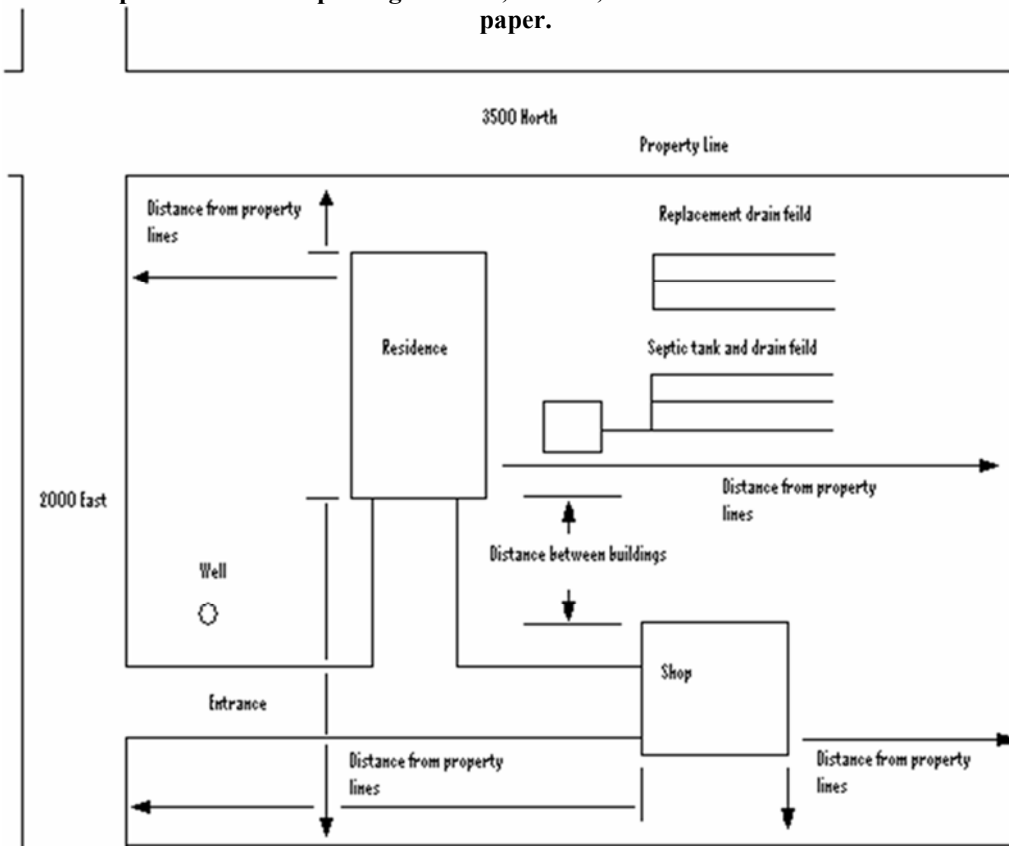
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## SITE PLAN INSTRUCTIONS

- A. The site plan must be a Mechanical Drawing drawn with descriptive precision using the aid of drafting implements such as ruler, T squares, compasses, French Curves, etc. May be drawn either by hand or computer generated.
- B. Must be to scale using an accurate drawing scale (for example: "1 in. = 10 ft.", "1 in. = 100 ft." etc.) and on a minimum of 11" x 17" paper. Should additional sheets be needed, please use match points.
- C. Show the boundaries of the parcel, including the dimensions (found on the survey).
- D. Show the location and dimensions of all existing buildings and structures.
- E. Show the location of the proposed project or division, including the structure dimensions and distances to property lines and existing buildings and structures.
- F. Show the location of all proposed and existing utilities, including power, phone, water, sewer systems, reserve drainfields, etc.
- G. Show the location and dimensions of all existing and proposed roads, driveways, parking areas, rights-of-ways, and easements.
- H. Show the location of any distinguishing physical features located on or adjacent to the property, including, but not limited to: streams, culverts, drainage ways, wetlands, slopes, bluffs, etc.
- I. If you have questions regarding these instructions, please see the example provided below. If you have questions not covered in the example, please call (208) 734-9490, for assistance.

### EXAMPLE SITE PLAN ---

Site plan must be computer-generated, to scale, and on a minimum of 11" x 17" paper.



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